



BACKGROUND

Risk assessment is the keystone of the safety management process providing the foundation on which all effective health and safety performance is based. Risk assessments should be performed by competent personnel, involve the personnel whose work they apply to and legally must be written down. Best practice involves a five-step process the first of which involves identification of hazards posed by materials, equipment, chemicals and work activities. This can be achieved by a site tour or inspection, review of documents and materials and consultation with staff. Safety inspections constitute a key means of checking proper controls are in place and also identifying new hazards. Done well they also constitute an effective tool for promoting a positive safety culture.

COURSE OBJECTIVES

On completing this course the participant will be able to do the following in their workplace:

- ▶ Understand legal obligations in relation to risk assessments, safety inspections and other safety management requirements,
- ▶ Identify physical, health, chemical, biological agent and human-factor hazards,
- ▶ Understand hazardous chemical dangers, correct labelling & Safety Data Sheets (SDS) including current CLP and REACH requirements,
- ▶ Gather and evaluate information about hazards (including hazardous chemicals),
- ▶ Perform general and chemical risk assessments in a competent manner,
- ▶ Determine and prioritise best practice control measures to reduce risk levels,
- ▶ Carry out comprehensive safety inspection and consultation,
- ▶ Source additional information about hazards and their safe management.

PRE-REQUISITES

Some safety knowledge would be beneficial, but no previous knowledge is required.

COURSE PROGRAMME (WHAT YOU WILL LEARN?)

- ▶ General (background) and health and safety legislation including risk assessment, CLP & REACH,
 - ▶ Identification and classification of hazards,
 - ▶ Classification of hazardous chemicals,
 - ▶ General risk assessment and chemical risk assessment,
 - ▶ Sourcing of information (use of labels, SDS, Case studies, discussions and interactive, practical websites and other data sources),
 - ▶ Principles of risk control,
 - ▶ Pro-active risk assessment, review, management of change and updating of management measures,
 - ▶ Identification of information, instruction and awareness needs for employees,
 - ▶ Safety inspection and basics of system audits and OH&S monitoring,
 - ▶ Use of assessment and inspection audits to improve safety culture and management.
- training exercises including site-specific risk assessments and safety inspections will be used to reinforce delegates' learning.

COURSE E-BOOK, REFERENCE MATERIAL & MANUAL

A comprehensive e-book provides supplementary reading while relevant reference materials provide additional information for improving your safety knowledge. The course manual contains copies of the course presentation slides along with detailed footnotes, case studies, risk assessment and safety inspection templates. E-mail and phone support is also provided.

WHO SHOULD ATTEND?

This course is suitable for anyone involved performing risk assessments or health and safety checks including line managers, supervisors, safety officers, safety reps and general staff.